

NATIONAL CHAMPIONSHIPS JUDGE

Position Description
Brisbane 2025

DEFINITION

The Competition Judge is responsible for working with the Skills Management Team in the preparation and execution of a skill competition. A National Judge will assess competitors fairly to units of competence that align to the relevant National Training Package.

The Skill Management Team (SMT) consists of the Skill Manager, Chief Judge and where more than 10 competitors a Deputy Chief Judge.

ROLE

The Skill Judge is required to work with and be guided by the Skills Management Team in all phases of competition including Pre-Competition Planning, Delivery of Competition and Post Competition Wrap-up.

ESSENTIAL CRITERIA

Judges must have:

- good communication skills
- the ability to work extended hours at high performance levels
- the complete support of your employer prior to applying for the role
- current experience in relevant Industry or Education sector
- current working with children check or equivalent according to their relevant State or Territory requirements.

DETAILS OF APPOINTMENT

Details for appointment as a Judge are as below:

- The appointment is for one competition cycle only
- The role is on a voluntary basis
- Breakfast is included within your hotel. Contributions will be made towards your lunch (\$20) and dinner (\$40) – any additional expenses are to be covered by the individual.
- Accommodation is on a Twin-share basis and in Brisbane we have minimal single supplement rooms available which are offered to Chiefs in advance. **Please be aware that you are unlikely to be able to upgrade to a single room.**
- When accepting the role, the Judge will make the necessary arrangements with their employer to approve in writing their attendance at the competition for the required dates as follows:
 - 8 June – 17 June 2025 (inclusive)
 - Final Dates to be confirmed subject to Skill requirements (some skills may arrive/depart within these dates but at this point best to block off maximum requirement)

PRE-COMPETITION PLANNING

The Skill Judge is required to work with and be guided by the Skills Management Team:

- In developing processes for a fair and transparent competition
- Contact Chief judge prior to the competition and ask any questions relevant to the competition
- Review 2024 Regional Competition (if any changes are required) with all Judges for the 2026 Regional Competition
- View project, competition rules and code of conduct prior to the event and make themselves familiar with all sections

- Joining a Skill specific closed Facebook Group (set up by WSA) as part of the National Training Programme for competitors, judges and mentors to enable upskilling prior to the 2025 Nationals (Feb – June 2025)
- Attend zoom meetings as required
- Complete required training and induction for the judge role as required

COMPETITION SCHEDULE

| | |
|------------------------|---|
| Sunday 8 June 2025 | Arrival (skill dependent) |
| Monday 9 June 2025 | Arrival / Competition bump in |
| Tuesday 10 June 2025 | Arrival / Competition bump in |
| Wednesday 11 June 2025 | Competition Bump in Opening Ceremony Competitor Familiarisation |
| Thursday 12 June 2025 | Competition Day 1 |
| Friday 13 June 2025 | Competition Day 2 |
| Saturday 14 June 2025 | Competition Day 3 Bump out (Toolboxes & Walls) |
| Sunday 15 June 2025 | Bump out Closing Ceremony |
| Monday 16 June 2025 | Bump out |
| Tuesday 17 June 2025 | Bump out |

**Bump in/out subject to skill and will be notified closer to the event*

ON-SITE PRIOR TO COMPETITION

The National Judge is required to work with and be guided by the Skills Management Team to:

- Attend WSA Site Induction
- Assist in competition Skill setup
- Assist in preparing final details of the Competition, ensure that if there is a change to the competition, that this is endorsed and signed by all the Judges
- Assist with the setup of other aspects of the National competition
- Partake in briefing of the competition, WH&S, marking scales and assessment training
- Assist with competitors briefing and instructions as required during familiarisation and as required during the competition
- Be briefed on integrity requirements for the Competition, with reference to the following:
 - ✓ Competition Rules and the Code of Conduct
 - ✓ Fairness and transparency of a skill competition and assessments
 - ✓ Ensuring a minimum of two Judges present during compilation of assessment sheets (Judgement or Measurement assessment)

DURING THE COMPETITION

The National Judge is required to work with and be guided by the Skills Management Team to:

- Assist in providing replacement material where required and record any such events for the assessment phase
- Conduct all aspects of competition and assessment in a fair and transparent manner
- Assist in ensuring that all necessary steps are taken to minimize outside influences that can unduly improve or decrease Competitors' abilities to provide a worthy performance
- Report any issues or concerns to the Chief Judge or Skill Manager

- Monitor WH&S and report any issues
- No judge will mark their own competitor if they are a trainer
- Mobile phones should not be used during competition time by judges or competitors
- Review the marking forms prior to signing
- Ensure that marking scales are returned to the Chief Judge
- Sign off on 2026 Regional Project with Judges after review as per pre-competition

AFTER THE COMPETITION

The Skill Judge is required to work with and be guided by the Skills Management Team to:

- Ensure competitors pack up their toolboxes and assist with Skill pack up
- Submit all original hand-marked Judgement and Measurement Marking Forms to the Competition Chief Judge and/or Deputy Chief Judge
- Assist with the Skill and competition site packed up and equipment is labelled for return to colleges and sponsors.
- Provide feedback to WSA on top 3 competitors and progression for Skills Squad or Scholarships
- Provide feedback to WorldSkills Australia Office regarding the Competition Project in relation to Industry relevance and validation to relevant Training Package

KEY TIMELINES AND MILESTONES GUIDELINES

| TASK | TIMELINE |
|---|---------------|
| Judge EOI sent out | 17/08/2024 |
| Judge EOI Deadline | 01/09/2024 |
| Chief Judges informed of selected judges | 18/11/2024 |
| Judges informed of selection | 25/11/2024 |
| Single Supplement upgrade survey to be sent | 26/11/2024 |
| Competitors begin to be added to Facebook Groups | 22/01/2025 |
| Judges to be emailed with anticipated arrival and departure dates | January 2025 |
| Chief Judge Monthly catch ups to commence | February 2025 |
| BCEC Induction to be sent out to judges + WWCC | 29/04/2025 |
| Competition Bump in Day 1 | 09/06/2025 |

REGISTER YOUR EXPRESSION OF INTEREST HERE